Northwood Academy Charter School

Board of Trustees Monthly Meeting

Date and Time

Wednesday August 17, 2022 at 5:30 PM EDT

Location

Northwood Academy Charter School (Hybrid Meeting)

This is a public meeting of the Board of Trustees of Northwood Academy Charter School that was properly advertised pursuant to the Pennsylvania Sunshine Act. The public meeting schedule is posted at the school and on the website. The meetings will be accessible to the public in-person or remotely via Zoom and recorded.

Members of the public are invited to participate by submitting written comments via email (board@northwoodcs.org). All written testimony should include the individual's name, home address and topic. During the public comment section of the meeting, board members will read into the record short summaries of comments, grouped by topic, and will note the number of individuals submitting comments.

Agenda

		Purpose	Presenter	Time
I.	**Opening Items**			**5:30 PM**
	Opening Items			
A.	Call the Meeting to Order		Dr. Paul Kleschick	1 m
B.	Record Attendance and Guests		Isabelle Dunne	1 m

		Purpose	Presenter	Time
C.	Reading of Mission Statement		Dr. Paul Kleschick	1 m

Northwood Academy Charter School is a comprehensive learning sanctuary that educates and supports the whole child. We achieve this by working as a highly qualified team, that delivers collective knowledge, creativity, and real-world learning experiences needed for students to become successful individuals.

D.	Resolution 081722.001: Approval of Agenda	Vote	Dr. Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the August 17, 2022 Agenda.

E.	Oath of Office, Newly Appointed Trustees	Discuss	Nicole Snyder	3 m

"I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth and that I will discharge the duties of my office with fidelity."

Trustee Valarie Cofield
Trustee Amanda Hill-Hennie
Trustee Charles Holmes
Trustee Eric Washington

F.	Resolution 081722.002: Approval July 20, 2022 Special Board Meeting Minutes	Approve Minutes	Dr. Paul Kleschick	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Minutes of the July 20, 2022 Special Meeting of the Northwood Academy Charter School Board of Trustees.

G.	Community Comment		Dr. Paul Kleschick	3 m

II. Finance — 5:49 PM

A.	Resolution 081722.003: Approval of Financials	Vote	Tom Taylor	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the July 2022 Financial Report and all supporting documents submitted by the Business Manager, which shall be incorporated into the record of this meeting.

		Purpose	Presenter	Time
III.	**Committee Reports**			**5:54 PM**
A.	Academic Excellence Committee	Discuss	Katrina Maddox	3 m
B.	Finance Committee	Discuss	Kristine Spraga	3 m
C.	Governance Committee	Discuss	Tara Caldwell	3 m
D.	Human Resource Committee (Ad Hoc)	Discuss	Dr. Paul Kleschick	3 m
IV.	**Staff Reports**			**6:06 PM**
A.	CEO	Discuss	Theodore Boler	3 m
B.	Special Education and Student Supports	Discuss	Kate Crossett	5 m
C.	Human Resources	Discuss	Tracee Hunt	3 m
V.	**New Business**			**6:17 PM**
A.	Resolution 081722.004: Personnel (Key Performance Indicator)	Vote	Tracee Hunt	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby accepts and ratifies the personnel changes, modifications and additions, as presented in the attached Key Performance Indicator (KPI).

B.	Resolution 081722.005: Cardinal Point Security Group Proposal	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the Cardinal Point Security Group Proposal to provide School Security Guards, at a cost not to exceed $140,000, and accepts all supporting documentation;

FURTHER RESOLVED, that the Chief Executive Officer is authorized to execute any document and delegate any task necessary to effectuate this resolution; and

FURTHER RESOLVED, that the executed agreement shall require the submission of appropriate insurance certifications and appropriate tax related information submitted to and received by the Business Manager.

		Purpose	Presenter	Time
C.	Resolution 081722.006: Total HR Solutions, LLC Recruitment Finders Fee	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves Total HR Solutions Recruitment Finders Fee for the recruitment of a Director of Operations, in an amount not to exceed $27,500.

D.	Resolution 081722.007: New Position (Maintenance Worker)	Discuss	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School approves the new position of Maintenance Worker, adopts the associated job description and accepts all other supporting documents, as presented.

E.	Resolution 081722.008: New Position (Assistant Director of Operations)	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School approves the new position of Assistant Director of Operations, adopts the associated job description and accepts all other supporting documents, as presented.

F.	Resolution 081722.009: Employee Handbook SY2022-2023	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby adopts the 2022-2023 Employee Handbook, as presented.

G.	Resolution 081722.010: NACS Transgender Policy	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby adopts the Transgender Policy, as presented;

FURTHER RESOLVED, that the policy shall be included in the 2022-2023 Student/Parent Handbook.

H.	Resolution 081722.011: Student/Parent Handbook SY2022-2023 Amendment	Vote	Theodore Boler	5 m

RESOLVED, that the Board of Trustees of Northwood Academy Charter School hereby approves the amendment of the 2022-2023 Student/Parent Handbook to include the following policy:

- Transgender Policy

		Purpose	Presenter	Time
I.	Resolution 081722.012: Confidential Settlement Agreement - Student 480-21	Vote	Theodore Boler	5 m

WHEREAS, it is the desire of the Board of Trustees of Northwood Academy Charter School to settle all claims made in the matter of Student Number 480-21 (“Student”) by the Student and Student’s Parent(s)/Guardian(s) without admission of liability.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Trustees and it is hereby resolved by the authority of the same as follows:

The Board of Trustees of Northwood Academy Charter School hereby approves the terms of the Confidential Settlement Agreement and Release and Third-Party Special Needs Education Trust Agreement (collectively “Agreements”) in the matter of Student File No. 480-21.

Furthermore, the Board of Trustees directs the Chief Executive Officer to execute the final Agreements on behalf of Northwood Academy Charter School and to take all action necessary to facilitate Northwood Academy Charter School’s compliance with the terms of the Agreements.

J.	Resolution 081722.013: Resignation of Katrina Maddox, Trustee	Vote	Dr. Paul Kleschick	5 m

RESOLVED, the Board of Trustees of Northwood Academy Charter School honors Katrina Maddox for her years of service;

FURTHER RESOLVED, that Northwood Academy Charter School accepts the resignation of Katrina Maddox from the Northwood Academy Board of Trustees effective August 31, 2022.

VI.	**Executive Session**			**7:07 PM**
A.	Legal	Vote	Theodore Boler	
VII.	**Closing Items**			**7:07 PM**
A.	Adjourn Meeting	Vote	Dr. Paul Kleschick	1 m

NEXT BOARD MEETING: September 21, 2022 at 5:30pm